

# FIRE INSPECTION CHECKLIST

## FIRE DEPARTMENT ACCESS

- Address** – Must be clearly marked and visible in a contrasting color
- Fire Lanes** – Maintain unobstructed fire lanes
- Signage and Curbing** – Keep signs and curbs maintained

## WATER SUPPLY

- Hydrants** – Must be accessible at all times, with three feet of clearance on all sides, and no parking within 10 feet.
- Fire Department Connections** – Maintain and keep unobstructed, with three feet of clearance on all sides.
- Private Fire Hydrants** – Provide documentation of annual testing and maintenance.

## FIRE PROTECTION SYSTEMS

- Fire Sprinkler Systems** – Provide documentation of annual testing and maintenance.
- Fire Sprinkler Heads** – Keep 18 inches clearance around fire sprinkler heads.
- Fire Alarm Systems** – Provide Documentation of testing and maintenance ever six months.

## EXITING

- Exit Doors** – Must open easily from the inside with a single action.
- Exit Signs / Emergency Lights** – Must be operational at all times.
- Aisles/Stairways/Walkways** – Keep clear of storage and obstructions.

## GENERIC FIRE CODE ITEMS

- Extinguishers** – Must be visible and accessible; also must be serviced annually.
- Electrical Rooms** – Keep all electrical equipment clear and accessible.
- Electrical** – Extension cords cannot be used as a substitute for permanent wiring.
- Electrical** – Appliances must be plugged directly into an electrical outlet.
- Fire Doors** – Must be maintained to self-close and latch and have smoke seals in place.